



JACK O'CONNELL
State Superintendent of Public Instruction

**CALIFORNIA
DEPARTMENT
OF
EDUCATION**

1430 N Street

P.O. Box 944272

Sacramento, CA

94244-2722

March 31, 2003

Dear County Superintendents of School, County Auditors, and County Treasurers:

**Notice of the Second Apportionment for the
Instructional Time and Staff Development Reform Program, Fiscal Year 2002-03**

This apportionment, in the amount of \$24,646,877, has been made from funds provided by Section 1(a)(1)(A) of Assembly Bill 3011 (Chapter 101, Statutes of 2002). These funds shall be allocated and expended consistent with the provisions Item 6110-112-0001 of the 2001 Budget Act (Chapter 106, Statutes of 2001) and support the Instructional Time and Staff Development Reform program pursuant to *Education Code* sections 44579 through 44579.4.

The intent of this program is to enhance staff development opportunities and to increase the number of school days in a school year by providing funding to local educational agencies (LEAs) to conduct staff development activities on days that are in addition to a 180-day instructional school year. Training is in academic content and instructional methods in the core curricular areas that are provided by the LEA. Funding is calculated at \$293.41 per certificated employee attending staff development training on a noninstructional day for up to three days per certificated employee. LEAs may also receive \$152.14 per classified classroom instructional aide and certificated teaching assistant for one day per employee.

This apportionment represents 100 percent of the total funds claimed by each participating LEA on the fiscal year 2001-02 Final Statement of Activities, less any program funds previously paid.

All eligible charter schools may apply for the Instructional Time and Staff Development Reform program funds on their own behalf. Funding for direct funded charter schools is identified in this apportionment separate from the authorizing LEA's allocation. Funding for locally funded charter schools, that applied through the authorizing LEA, is included in the authorizing LEA's allocation.

Warrants will be mailed to each county treasurer approximately four weeks after the date of this Notice. For standardized account code structure (SACS) coding, use Resource Code 0000, Staff Development Day Buyout Program, and Revenue Object Code 8590, All Other State Revenue. For non-SACS coding, use Income Account Code 8590, All Other State Revenue. County superintendents of schools are requested to inform LEAs, including direct-funded charter schools, immediately of this apportionment.

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If you have fiscal questions regarding this apportionment, please contact Ross Valentine at (916) 327-4405 or by e-mail at rvalenti@cde.ca.gov, or Nancy Cook at (916) 324-4549 or by e-mail at ncook@cde.ca.gov. For program issues, please contact Rebecca Parker at (916) 323-5595 or by e-mail at rparker@cde.ca.gov.

Sincerely,

JACK O'CONNELL

JO:rv
Enclosures